

JOB TITLE

Child Safety Compliance Officer

CLASSIFICATION

Band 6

REPORTS TO

Manager Community Services

WHAT WE TRUST YOU TO DELIVER



- Responsible for implementing the key findings from Council's Child Safe Audit and Action Plan to ensure compliance of new legislation by July 2022.
- Update Child Safety policies and ensure Council has appropriate systems and processes to maintain compliance.
- Monitor and communicate changes to accreditation requirements, regulation and legislation relevant to COS services and programs to facilitate program level compliance particularly in the areas of child protection and safety.
- Co-ordinate the internal governance processes of the working groups and determine appropriate and targeted strategies required for Divisions and Departments to undertake to remain compliant with the Child Safe Policy and enhance the safety of all children and young people.
- Support a culture of compliance to the CSS across the organisation and community, including planning, implementation and evaluation processes.
- Develop and continuously review a system of ongoing monitoring of child safety and compliance within Council.

WHAT YOU'LL NEED TO THRIVE



- Extensive working knowledge of the Victorian Child Safe Standards.
- Tertiary level qualifications and/or specialist technical experience in policy and service development in the families, youth and children sector or other areas relevant to working within the context of maintaining child safety.
- Strong written communication skills to cater to different and diverse audiences, including communications to young people, families, caregivers, briefings to Councillors, staff communications or other forms as required.
- Demonstrated ability to build trusted relationships and work collaboratively with all internal and external stakeholders.
- A collaborative approach to embedding organisation wide change and improving service and community outcomes.
- Experience in completing investigations would be an advantage.

WHAT WE'LL DO TO SUPPORT YOU



- Provide a safe and welcoming environment where you will be encouraged to innovate and embed new ways of working
- Deliver opportunity for genuine engagement and collaboration across all levels of the business
- Commit to your long-term growth and career development
- Provide opportunities to share ideas and make a positive difference across the organisation

WHERE YOU FIT IN AND THE DIFFERENCE YOU CAN MAKE



VISION Council will be an inclusive, healthy, creative, sustainable and smart community.

VALUES Cooperation, Change and New Ideas, Learning, Achievement, Communication & Accountability.

OUR CAPABILITY FRAMEWORK OUTLINES THE BUILDING BLOCKS WE USE TO DEVELOP OUR ORGANISATION AND PEOPLE



CAPABILITY	Technology Savvy	Systems Thinking	Inspiring People	Customer Centric
LEVEL	4	4	4	4
CAPABILITY	Developing self & others	Building Relationships	Communicating & Presenting	Delivering results
LEVEL	3	4	4	4